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| 2016 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS | | | | | | | | | | | | | | | | | | | | | | |
| Yellow Medicine County | Responsible Authority - Michelle May Finance Manager | | | | | | | | | | | | | Department/Division: Finance & Administration | | | | | | | | |
| Name of Form, Record, File, System, or Process | Description <i>(Purpose, what it collects, in terms understandable by general public)</i> | | | | Classification | | | | Citation for Classification | | | | Designee (Name, Title) | | | | | | | | | |
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| Abstracts of county checks and receipts | Listing of all county expenditures and receipts, including payroll information | | | | Private | | | | M.S. 13.46 (Welfare Data) & 13.355 (SSN) | | | | Michelle May, Finance Manager Brenda Peterson, Fiscal Supervisor | | | | | | | | | |
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| Benefit overpayment files | Client financial information | | | | Private | | | | M.S. 13.46 & 13.355 | | | | Michelle May, Finance Manager Brenda Peterson, Fiscal Supervisor | | | | | | | | | |
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| Cancelled checks | Cancelled county checks | | | | Private | | | | M.S. 13.46 | | | | Michelle May, Finance Manager Brenda Peterson, Fiscal Supervisor | | | | | | | | | |
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| Checking account numbers | Checking account numbers | | | | Private | | | | M.S. 13.37 | | | | Beth Bjorndal, Finance & Admin. Deputy | | | | | | | | | |
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| Checks received and banking documents | Checks processed for deposit to county bank accounts, NSF checks, ACH transactions, and bank wires | | | | Private | | | | M.S. 13.46 & 13.355 | | | | Michelle May, Finance Manager Brenda Peterson, Fiscal Supervisor | | | | | | | | | |

[illegible]

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| Vendor payment voucher form | Social security number | Private | M.S. 13.355, subd. 1 | Beth Bjorndal, Finance & Administration Deputy |
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| W9 and 1099 forms | Collect proper social security number for 1099 and payment purposes. Distribute to payees and file with IRS payment activity for the year | Private | M.S. 13.355 & M.S. 13.43, subd. 4 | Beth Bjorndal, Finance & Administration Deputy |
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| Yellow Medicine County | Responsible Authority - Ashley Soine Human Resources Coordinator | | Department/Division: Finance & Administration | |
| Name of Form, Record, File, System, or Process | Description (Purpose, what it collects, in terms understandable by general public) | Classification | Citation for Classification | Designee (Name, Title) |
| | | | | |
| Benefit enrollment and history information | Open enrollment, new hire benefit status change, leave of absence, pension activity, deduction authorizations | Private | M.S. 13.43, subd. 4 | Ashley Soine - HR Coordinator |
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| Labor Union Contracts | Labor relations information presented during the collective bargaining process. | Private | M.S. 13.37 | Michelle May, Finance Manager |
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